



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

***REVISED 04-15-2016**

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: April 14, 2016

SUBJECT: JEFFERSON COUNTY Meetings – Week of April 18, 2016

April 18, 2016 Monday	Jefferson County Farm Drainage Board	9:30 a.m.	Jefferson County Courthouse 311 S. Center Ave., Rm. 203, Jefferson
	Intercounty Coordinating Committee	9:30 a.m.	Marquette County Service Center 480 Underwood Ave, Montello
	Planning & Zoning Site Inspections	8:00 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
	Bridges Federated Library System Board	6:00 p.m.	Pewaukee Public Library 210 Main St, Pewaukee
April 19, 2016 Tuesday	Finance Committee	4:15 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	County Board	5:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
April 20, 2016 Wednesday	Traffic Safety Commission	1:00 p.m.	Highway Committee Room 1425 Wisconsin Drive, Jefferson
April 21, 2016 Thursday	Historic Sites Preservation Commission	7:00 p.m.	UW Extension 864 Collins Rd, Jefferson
	*Home Consortium Board (Agenda added)	9:00 a.m.	Waukesha County Administration Bldg 515 W. Moreland Blvd, Rm G55 Waukesha
	Planning & Zoning Public Hearing	7:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
April 22, 2016 Friday	No Scheduled County Meetings		
April 23, 2016 Saturday	No Scheduled County Meetings		
April 24, 2016 Sunday	No Scheduled County Meetings		

JEFFERSON COUNTY FARM DRAINAGE BOARD

Monthly Board Meeting
Jefferson County Courthouse
311 S. Center Avenue, Room 203
Jefferson, WI 53549

April 18, 2016
9:30 A.M.

AGENDA

1. Call meeting to order
2. Pay bills
3. Motion to adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County board of Supervisors, may be present at this meeting.

Special Needs Request- Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



Intercounty Coordinating Committee

Columbia, Dodge, Green Lake, Jefferson, Marquette & Sauk Counties

MEETING AGENDA & PROGRAM

(Updates in Process)

Officers:

Chairman

Russell Kottke
Dodge County
W8542 Laurel Hill Road
Fox Lake, WI 53933

Vice Chairman

Andy Ross
744 S. Main Street
Poynette, WI 53955

Secretary / Treasurer

Dodge County UW-Extension
127 E Oak Street
Juneau, WI 53039

Member Contacts:

Columbia County

Vern E. Gove
400 Dewitt Street
Portage, WI 53901

Dodge County

Russell Kottke
W8542 Laurel Hill Road
Fox Lake, WI 53933

Green Lake County

Jack Meyers
N 665 Fountain Lane
Dalton, WI 53926

Jefferson County

Jim Schroeder
539 E Reinel St
Jefferson, WI 53549

Marquette County

Bob Miller
N1305 18th Rd
Dalton, WI 53926

Sauk County

Marty Krueger
346 Warren Avenue
Reedsburg, WI 53959

Mailing Address:

UW-Extension
127 E Oak Street
Juneau, WI 53039

DATE:	Monday, April 18, 2016
TIME:	9:30 AM
PLACE:	Marquette County Service Center 480 Underwood Avenue Montello, WI 53949 (State Highway 23, West side of Montello)

9:00 AM	Gathering
9:30 AM	<p>Call to Order</p> <p>Pledge of Allegiance</p> <p>Certification of Open Meeting Notice</p> <p>Adoption of Agenda</p> <p>Approval of Previous Meeting Minutes</p> <p>Reports from Visiting Legislative Officials</p> <p>Update of County Issues – WCA</p> <p>Open Discussion of County Issues</p> <p>Program Topic: “County Budgeting Process – A Look at How Each County Arrives at Its Annual Budget”</p> <p>A. Columbia County</p> <p>B. Dodge County</p> <p>C. Green Lake County</p> <p>D. Jefferson County</p> <p>E. Marquette County</p> <p>F. Sauk County</p> <p>Adjournment</p>

Guidelines for Counties to Use in Discussing Their Budget Process for 2017

1. When do you begin to plan for the 2017 county budget?
2. Who (or what county committee) takes the lead in beginning the budget, setting the criteria, conditions, etc.
3. What kind of budget process do you use? Base-line budgeting, zero-base budgeting, etc.
4. Do you have a budget calendar?
5. When are draft budgets due to the Finance Committee and/or Administrative Coordinator?
6. When does the Finance Committee hold hearings on departmental budgets?
7. What is the process for appealing a Finance Committee/Administrative Coordinator budget recommendation? Does this happen often?
8. How do you handle County budget requests from sources/organizations/groups outside the county departmental oversight? Is this a large amount of money requests?
9. How do you publicize the county budget to the general public? What amount of public comment or participation do you have in the making of your county budget?
10. What one or two major issues do you have in your 2017 county budget?
11. Do you have any controversial issues in your 2017 county budget?

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
SITE INSPECTIONS

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

ROOM 203, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:00 A.M. ON MONDAY, APRIL 18, 2016

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval of the Agenda**
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
- 6. Communications**
- 7. Site Inspections for Petitions to be presented in Public Hearing on April 21, 2016:**
 - R3876A-16 – David G Schroeder to enlarge two existing A-3 zones on **Hope Lake Rd** in the Town of Lake Mills by 0.5 acre each
 - R3875A-16 – A & L Johnson, Inc & David Schroeder to create a 1.94-ac A-3 zone around the home at **N5255 Crossman Rd** in the Town of Lake Mills
 - R3874A-16 – Lee Leverton/Gary & Beth Leverton, Lee & Lori Leverton LE property to create a 4.2-acre A-3 lot at **N6441 County Road S** in the Town of Lake Mills
 - R3873A-16 – Kevin Gordon/Nancy Gordon Trust property to create a 2-acre A-3 zone on **Ziebell Road** in the Town of Aztalan
 - R3877A-16 – Herman Zastrow to create a 2-acre A-3 zone around the home at **N8276 County Road E** and a 3-acre A-3 zone around the home at **N8280 County Road E** in the Town of Ixonia
 - CU1874-16 – Bertha Langholff for conditional use to be allowed conversion of a single-family home to a duplex at **W3319 US Highway 18** in the Town of Jefferson
 - R3878A-16 – Jon & Renee Gallun to create a 10.3-acre Natural Resource zone near **County Road E** in the Town of Palmyra
 - R3872A-16 & CU1873-16 – Noah's Last Storage Spot LLC, **US Highway 12**, Town of Koshkonong
- 8. Adjourn**

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.



741 N. Grand Ave., #210
Waukesha, WI 53186

P 262.896.8080
W bridgeslibrarysystem.org

Regular Board Meeting

DATE: **Monday, April 18, 2016**
TIME: **6:00 p.m.**
PLACE: **Pewaukee Public Library**
210 Main Street
Pewaukee, WI 53072

AGENDA

1. Call to Order
2. Comments from the Public
3. Correspondence
4. Approve Minutes of March 2016 Meeting - Action
5. Approve Payment of Monthly Invoices - Action
6. Review Financial Reports
7. Reports: APL, Resource Library, Staff, Director
8. Approval of Revised Bylaws – Action
9. Update on Compliance of Mukwonago Community Library – Discussion and Possible Action
10. Confirmation of Next Meeting: Tuesday, May 17, 2016 (Johnson Creek Public Library)
11. Adjournment

If you require a sign language interpreter, assistive listening devices, or other accommodations to participate in this meeting, please contact the Bridges Library System office (262-896-8080) at least 72 hours in advance.

Serving the libraries of Waukesha and Jefferson Counties

OUR MISSION: Improving member libraries through leadership, collaboration, & support

Finance Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue
Room 112
Jefferson, WI 53549

Date: Tuesday, April 19, 2016
Time: 4:15 p.m.

Committee members:	Jones, Richard (Chair)	Poulson, Blane
	Braugher, James (Vice Chair)	Schroeder, Jim
	Hanneman, Jennifer (Secretary)	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Communication
6. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
7. Discussion and possible action on contingency fund transfer to purchase election software and hardware.
8. Convene in closed session pursuant to section 19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons required a closed session, for the purpose of discussion and possible action on the disposition of foreclosed properties setting minimum bids for the sale of foreclosed properties and considering offer to purchase on foreclosed properties.
9. Reconvene in open session.
10. Adjourn

Next scheduled meetings:

Thursday, May 12, 2016 Regular Meeting
Thursday, June 9, 2016 Regular Meeting
Thursday, July 14, 2016 Regular Meeting
Thursday, August 11, 2016 Regular Meeting

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AGENDA

JEFFERSON COUNTY BOARD MEETING

April 19, 2016

5:00 p.m.

**Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson, WI 53549**

1. **CALL TO ORDER**
2. **ADMINISTRATION OF OATH OF OFFICE** – Judge Jennifer Weston
Note: Members of Board please sign Oath of Office and return to County Clerk
3. **ROLL CALL BY COUNTY CLERK**
4. **PLEDGE OF ALLEGIANCE**
5. **INTRODUCTION OF NEW MEMBERS**
6. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETING LAW**
7. **APPROVAL OF THE AGENDA**
8. **APPOINTMENT OF BALLOT CLERKS** – County Clerk
9. **ELECTION OF COUNTY BOARD CHAIRPERSON**
Note: Nominations are made by written ballot – The Clerk will call on nominees in order of supervisory district number to give a brief statement up to three minutes in length.
10. **ELECTION OF 1ST VICE CHAIRPERSON BY SAME PROCEDURE** (See Item 9 Note)
11. **ELECTION OF 2ND VICE CHAIRPERSON BY SAME PROCEDURE** (See Item 9 Note)
12. **ADOPTION OF RULES OF ORDER**
 - a. Ordinance – Board of Supervisors’ Rules or Order for 2016-2018
 - b. Any proposed rule changes
 - c. Adopt County Board Rules, as amended if necessary
13. **COMMITTEE ELECTIONS** – If called for by the rules
14. **PUBLIC COMMENT**
15. **ANNUAL REPORTS**
 - a. Clerk of Courts – Carla Robinson
 - b. Corporation Counsel – J. Blair Ward
 - c. District Attorney – Susan Happ
16. **COMMUNICATIONS**
 - a. Treasurer's Monthly Report
 - b. Retirement Recognitions
 - c. Zoning Committee – Notice of Public Hearing, April 21, 2016
17. **PROCLAMATIONS**
 - a. Proclaiming May 19th as Law Enforcement Memorial Day in Jefferson County
 - b. National Public Safety Telecommunicators Week
18. **PUBLIC COMMENT** (Agenda Items)

COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES

19. ADMINISTRATION AND RULES COMMITTEE
 - a. Resolution – Recommendation on Legislation that Impacts Planning, Zoning and Land Use Laws
 - b. Resolution – Dissolving the Jefferson County Sustainability Task Force and rescinding Resolution No. 2010-33
 - c. Resolution – Amend Resolution No. 2013-98, County Board membership on the Wisconsin River Rail Transit Commission
 - d. Resolution – Dissolving the Jefferson County Farmland Conservation Easement Commission and rescinding Resolution Numbers 2006-86, 2007-73 and 2014-25
20. BOARD OF HEALTH
 - a. Resolution – Accept Grant Funding from the Wisconsin Department of Health Services/Centers for Disease Control and Prevention to Increase Adult Immunization Rates in Jefferson County, WI
21. FINANCE COMMITTEE
 - a. Resolution – Changing the Fee for Cremation Permits
 - b. Resolution – Authorizing Purchasing Card Rebate to Fund Upgrade to Employee Breakrooms
 - c. Resolution – Register of Deeds Land Records Fees
22. HIGHWAY COMMITTEE
 - a. Resolution – Accepting 2016 concrete curb and gutter bid
 - b. Resolution – Approving 2016 seal coat oil vendor quotes
 - c. Resolution – Approving 2016 asphalt pulverizing and milling bids
 - d. Resolution – Approving 2016 Local Road Improvement Program asphalt bids
 - e. Resolution – Approving 2016 pre-mixed asphaltic concrete vendor quotes
 - f. Resolution – Authorizing Highway Department Trucks and Equipment Purchases
23. HUMAN RESOURCES COMMITTEE
 - a. Resolution – Eliminate a part-time Elder Benefits Specialist position, a vacant part-time Disabled Benefit Specialist position, a vacant part-time Aging & Disability Resource Specialist I position and create one full-time Elderly and Disabled Benefit Specialist position at Human Services
24. LAND AND WATER CONSERVATION COMMITTEE
 - a. Resolution – Designating Snowmobile Trails on County Land
25. PLANNING AND ZONING COMMITTEE
 - a. Report – Approval of Petitions
 - b. Ordinance – Amend Zoning Ordinance
26. TEMPORARY COMMITTEE APPOINTMENTS
27. PUBLIC COMMENT (General)
28. ANNOUNCEMENTS
29. ADJOURN

**NEXT COUNTY BOARD MEETINGS
MAY 10, 2016 – 7:00 P.M. - ROOM 205**

Jefferson County Traffic Safety Commission
Jefferson County Highway Department
Committee Room
1425 Wisconsin Drive
Jefferson, WI 53549
Meeting Agenda
April 20, 2016
1:00 P.M.

Committee Members: Delzer – Chair, Jenswold, Mayer, Milbrath, Cooper, Kern, Kutz, Hinzmann, Foster, Neidner

1. Call meeting to Order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Approval of the January 27, 2016 meeting minutes
6. Communications
7. Public Comment
8. Old Business
 - a. Review and possible action on existing speeds and speed zones on CTH B corridor through Jefferson County
 - b. Review and possible action on issue of highway safety and potential use of UTV/ATV on county highways
9. New Business
 - a. Review pavement marking (passing zone) concern at US 18 and Farmington Road
10. Traffic Accident Spot Map – Jefferson County Sheriff's Department
11. WisDOT – Southwest Region, Madison – Traffic Section
12. WisDOT-Bureau of Transportation Safety - Transportation Safety Report
& Highway Safety Input
13. Wisconsin State Patrol – Report
14. Jefferson County Highway Department - Report
15. Date of next meeting (1:00 pm July 20, 2016)
16. Adjourn

The Committee may discuss and/or take action on any item specifically listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.

Agenda
Jefferson County Historic Sites Preservation Commission
UWEX Building
864 Collins Rd
Jefferson, WI
Thursday, April 21, 2016
7:00 p.m.

Commission Members: Cindy Arbiture, Chair
Robert Birmingham, Vice-Chair
Julia Ince - Secretary
Ed Morse, Jefferson Co. Board Representative
James Levy
Michael Opager
John Molinaro

1. Call to Order
2. Attendance
3. Certification of compliance with the Open Meeting Law
4. Review of agenda
5. Approve the meeting minutes from March 17
6. Communications
7. Citizen Comments

New Business

8. Post visit discussion, Jefferson County Pauper Cemetery marker
9. Discussion of adding Jefferson County information from Wisconsin Historical Society's Architecture and History Inventory (AHI) database, to a layer of the Jefferson County GIS map system
10. Agenda suggestions for commission's strategic planning session with Steve Grabow, April 27, 6:00 to 9:00 p.m.

Old Business

11. Legacy contract update
12. Next Commission meeting date; May , 2016
13. Future agenda items

Adjourn

Please note: The Commission members will meet in the parking lot of UW-EX at 6:30 p.m. on April 21, and walk over to the Jefferson County Pauper's Cemetery to see the markers and cemetery signage.



C/o Waukesha County CDBG Program
Lead Agent
515 W. Moreland Blvd. Waukesha, WI 53188
1.262.896.3370 (direct)
1.262.896.8510 (fax)

C/O Wisconsin Partnership for Housing Development, Inc.
Program Administrator
121 South Pinckney Street Suite 420
Madison, WI 53703
1888.318.4486 (toll -free)
1.608.258.5560 (direct)
1.608.258.5565 (Fax)

The HOME Consortium Board of Directors Meeting Thursday, April 21, 2016
Waukesha County Administrative Building
515 W. Moreland Blvd. Rm 355/59
Waukesha, WI 53188
@ 9:00 A.M.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes from the March 17, 2016 Board Meeting
4. Public/Staff Comment
5. WI Partnership Fund Balance Report
6. Housing Counseling
7. Revised HOME Application and Developer's Framework
8. Hebron House/Gander House Apartments Update
9. Adjournment

All agenda items are potentially actionable

In accordance with the Americans with Disabilities Act, persons requiring any means of handicap accessibility for this meeting must contact Kristin Silva at 896-3370 (FAX 896-8510) at least 48 hours prior to meeting.

NOTICE OF PUBLIC HEARING
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE

Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel

SUBJECT: Map Amendments to the Jefferson County Zoning Ordinance and Requests for Conditional Use Permits

DATE: Thursday, April 21, 2016

TIME: 7:00 p.m. (*Courthouse doors will open at 6:30*)

PLACE: Room 205, Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI

1. **Call to Order**
2. **Roll Call**
3. **Certification of Compliance with Open Meetings Law Requirements**
4. **Approval of Agenda**
5. **Explanation of Public Hearing Process by Committee Chair**
6. **Public Hearing**

NOTICE IS HEREBY GIVEN that the Jefferson County Planning and Zoning Committee will conduct a public hearing at 7 p.m. on Thursday, April 21, 2016 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. A hearing will be given to anyone interested in the proposals. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** Matters to be heard are petitions to amend the official zoning map of Jefferson County and applications for conditional use permits. A map of the properties affected may be obtained from the Zoning Department. Individual files are available for viewing between the hours of 8 a.m. and 4:30 p.m., Monday through Friday, excepting holidays. If you have questions regarding these matters, please contact Zoning at 920-674-7131.

FROM RESIDENTIAL R-2 TO A-2, AGRICULTURAL AND RURAL BUSINESS

R3872A-16 & CU1873-16 – Noah’s Last Storage Spot LLC: Rezone with conditional use to allow mini-warehousing on PIN 016-0514-1023-045 (4.298 Acres). The property is located on **US Highway 12** in the Town of Koshkonong.

**FROM A-1, EXCLUSIVE AGRICULTURAL TO A-3, AGRICULTURAL AND RURAL
RESIDENTIAL**

R3873A-16 – Kevin Gordon/Nancy Gordon Trust: Rezone to create a new 2-acre building site on **Ziebell Road** in the Town of Aztalan from part of PIN 002-0714-1621-004 (5.3 Acres).

R3874A-16 – Lee Leverton/Gary & Beth Leverton, Lee & Lori Leverton LE: Create a 4.2-acre farm consolidation lot around the home and buildings at **N6441 County Road S**, Town of Lake Mills, from part of PIN 018-0713-1612-000 (40 Acres).

R3875A-16 – David Schroeder/A & L Johnson Inc Property: Rezone to create a 1.94-acre lot with existing home at **N5255 Crossman Road** in the Town of Lake Mills from part of PIN 018-0713-3421-000 (46 Acres).

R3876A-16 – David & Diana Schroeder: Rezone to enlarge the existing lots **immediately east and west of W8684 Hope Lake Road** by 0.5 acre each. The additional area is proposed to be taken from PIN 018-0713-3343-003 (28.139 Acres) and added to PINs 018-0713-3343-001 and 018-0713-3343-002 (currently 1.114 Acres each). The properties are in the Town of Lake Mills.

**FROM EXCLUSIVE AGRICULTURAL A-1 AND COMMUNITY TO A-3, AGRICULTURAL AND
RURAL RESIDENTIAL**

R3877A-16 – Herman Zastrow: Rezone to create a 2-acre Rural Residential lot at **N8276 County Road E** and a 3-acre Rural Residential lot at **N8280 County Road E** from part of PIN 012-0816-1923-000 (29.54 Acres) in the Town of Ixonia.

FROM A-1, EXCLUSIVE AGRICULTURAL TO N, NATURAL RESOURCES

R3878A-16 – Jon & Renee Gallun: Create a 10.3-acre Natural Resource zone from part of PINs 024-0516-1534-000 (39.46 Acres), 024-0516-1543-000 (33.996 Acres) and 024-0516-1544-000 (1.755 Acres). The property is in the Town of Palmyra, with access onto **County Road E**.

CONDITIONAL USE PERMIT APPLICATION

CU1874-16 – Bertha M Langholff: Conditional use to allow conversion of a single-family residence at **W3319 US Highway 18** to a duplex. The property is on PIN 014-0615-0314-035 (0.63 Acre) in the Town of Jefferson.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

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A recording of the meeting will be available from the Zoning Department upon request.

Further information about Zoning can be found at www.jeffersoncountywi.gov